



REQUEST FOR QUOTATION

Training Facilities for various US Peace Corps Events

US Peace Corps is a U.S. Government organization that supports over 7,800 Volunteers in more than 70 countries worldwide. In the Philippines, Volunteers provide services in the fields of Education, Youth Development and the Environment.

The Tudlo Mindanao project aims to improve English Education in Mindanao through teacher English proficiency and skills development and the capacity building of Parent, Teacher and Community Associations (PTCAs). Tudlo Mindanao holds several training events throughout the year.

As such, the US Peace Corps is posting this bid request for a venue for the Tudlo Mindanao back-to-back event in April and May. We are in search of venues that could accommodate the following events.

Training Event	Target Date	Estimated no. of pax
English Language Camp for Elementary Teachers	April 29 - May 11, 2011	100
English Language Camp for High School Teachers	May 13 - 25, 2011	80

Facility Basic Requirements:

- Venue should be located within Metro Manila, Cavite, Tagaytay and Antipolo.
- Provision of lodging accommodation with complete meals (including snacks) for all participants composed of Filipinos and Americans.
- Lodging arrangements should be good for single to triple occupants per room and with enough closet space.
- Availability of a Plenary Hall or a large Function area that can seat a max of 120 participants, equipped with audio and video systems including a projector screen and white board. Plus availability of free flowing coffee and water.
- Availability of 8 smaller rooms good for 15 people as classrooms.
- Availability of a secretariat room that seats about 20 people.
- Availability of prayer rooms for Muslim participants, one for male and female.
- Preferably, all rooms should be air-conditioned or at least well-ventilated and with adequate bathroom facilities.
- Availability of various amenities for recreation and outdoor activities.
- Availability of WIFI Internet access in all function rooms.
- Provision of Bus service pick/drop off between airport/pier and venue.
- Accessibility by public transportation.
- Proximity to a hospital, a pharmacy and a mall is an advantage.

Interested parties are required to complete the official RFQ (Request for Quotation) form in submission of bids. This may be obtained by sending a request to Ms. Shiela San Jose thru email: ssanjose@ph.peacecorps.gov

Written quotes must be received by US Peace Corps on or before March 18, 2011.